

Joint Committee on Corrections

Information for Legislative Institutional Visits

Facility Name: Eastern Reception Diagnostic & Correctional Center				
Custody Level	4/5		Warden	Terry Russell
Total Acreage	213		Address	2727 Highway K
Acreage w/in Perimeter	76			Bonne Terre, MO. 63628
Square Footage	693,410		Telephone:	573-358-5516
Year Opened	2003		Fax:	573-358-0734
Operational Capacity/Count (as of January 15, 2012)	2684			
General Population Beds (capacity and count as of January 15, 2012)	Capacity – 1677 Count - 2756		Deputy Warden	Joe Hoffmeister, DWO
Segregation Beds (capacity and count as of January 15, 2012)	Capacity – 285 Count - 338		Deputy Warden	Jason Lewis, DWOM
Treatment Beds (capacity and count as of January 15, 2012)	Capacity – 24 Count - 17		Asst. Warden	Cindy Griffith, G.P.
Work Cadre Beds (capacity and count as of January 15, 2012)	Capacity – 96 Count - 94		Asst. Warden	Stan Jackson, R&D
Diagnostic Beds (capacity and count as of January 15, 2012)	Capacity – 1007 Count - 1029		Major	Fred Treece
Protective Custody Beds (capacity and count as of January 15, 2012)	Capacity – 72 Count - 71			

1. Capital Improvement Needs:

- a. How would you rate the overall condition of the physical plant of the institution?

Fair to Good

- b. What capital improvement projects do you foresee at this facility over the next six years?

1. **The Johnson Controls Metasys BAS system needs upgraded within the near future. The BAS computer is NT bases computer, this is going to a big problem in the future.**
2. **Replacement of the VFD for pumps 9 and 11. If the outside temperature falls to 25 degrees or below, we will not be able to adequately heat the institution without valving off sizeable sections of space.**
3. **Replacement of the drives for pumps 7 & 8. The issue is similar to the issue in number one, but it pertains to the cooling of the institution instead of heating.**

- c. How critical do you believe those projects are to the long-term sustainability of this facility?
Without these improvements we will no longer be able to maintain the heat and cooling of the institution.

2. **Staffing:**

- a. Do you have any critical staff shortages?
Our Personnel department reports a critical staff shortage in the area of Correction Officer Is. The average hiring is at least 5 COIs every month which creates deficits in the staffing of the shifts.
- b. What is your average vacancy rate for all staff and for custody staff only?
All staff average vacancy rate is 5.3, Custody average per month is 4, Non Custody average per month is 1.3.
- c. Does staff accrual or usage of comp-time by staff effect your management of the institution?
The accrual and usage of comp-time is difficult to manage as an effective balance is tricky to achieve. Administrative pressure to alleviate overtime or use comp-time causes a shift/institution to staff at the minimum levels. When the number of staff on site is increased to achieve goals outlined by administration, comp-time is also increased by default.
- d. What is the process for assigning overtime to staff?
The assignment of overtime to staff is done on a voluntary and mandatory basis which is governed by Procedures/Post Orders. One determines the need for a staff member to accrue overtime based on the minimum staffing needs of the shift/institution. If the shift is below minimum staffing, staff would need to volunteer to fill vacancies until the minimum staffing is met/achieved. If there are no volunteers, staff is mandated to stay and accrue comp-time based upon the mandatory overtime list until the minimum staffing is met/achieved.
- e. Approximately what percentage of the comp-time accrued at this institution does staff utilize as time off and what percentage is paid-off? **Custody estimation would be 75% is paid off and 25% is utilized due to the fact that we do not have the staffing to allow the custody staff to take off. Non-custody estimation would be that most (95%) are allowed to utilize their comp time.**
- f. Is staff able to utilize accrued comp-time when they choose?
Unfortunately for custody NOT usually due to staffing. Non-custody does seem to be able to utilize their comp time.

3. **Education Services:**

- a. How many (and %) of inmate students at this institution are currently enrolled in school?

GP: 334 students enrolled (52%), 345 seats available, 97% seat utilization, 306 students on waiting list. As of December 31st, 2011.

Department FY Progress data & numbers served as of June 30th, 2011

FY Served	FY Gain	Reading	Math	Language
FY06	469	381 (81%)	62% 3.4	75.3% 3.7 74.8% 5.1
FY07	449	361 (80%)	58.4% 3.5	72.6% 3.7 71.0% 5.1
FY08	465	354 (76%)	57.2% 3.4	67.5% 3.6 65.4% 5.0
FY09	615	265 (43.2%)	15.0% 1.7	30.1% 1.2 18.0% 2.0
FY10	473	353 (74.6%)	58.1% 10.2	66% 12.1 62.2% 15.1
FY11	574	242 (42.2%)	11.8% 1.3	13.8% 1.1 17.4% 1.9

This chart shows the number of students who passed through our school during the fiscal year and % of those who showed grade level gains in each required subject area.

RD: 5 inmates earned their GED last year. They were not students. They were tested without being enrolled in school. It was the first year for GED testing on the diagnostic side.

- b. How many (and %) of inmate students earn their GED each year in this institution?

ERDCC

Department GED FY data

Tested	Pass	Fail	Sessions	%
FY 06	36	33	3	5 92%
FY 07	74	60	14	7 81%
FY 08	55	47	8	9 85%
FY 09	49	31	18	8 63%
FY10	82	55	27	11 67%
FY 11	59	49	10	11 83%
355	275	80	51	79%

GED earned by age 17-22 FY08 8 FY09 7 FY10 6 FY11 8

- c. What are some of the problems faced by offenders who enroll in education programs?
- **Our offenders have low functioning math skills and/or low skills in written expression. Some remedies to this are to provide math pre-tests, advance core curriculum development in math and focus on calculator skills; establish writing portfolios and writing assignments at all grade levels; professional development for offender tutors and academic teachers in best practices.**
 - **Some offenders do not see the urgent relevance or need in obtaining their GED or in the curriculum material itself. Some remedies are one-on-one meetings by staff committee with offenders who are unmotivated or unwilling to participate. Staff development on relevancy and adult classroom material.**
 - **Many offenders exhibit learning disabilities for adult learners over the age of 22. Some remedies are to perform staffing on each offender who is identified as having a learning difficulty to determine if a learning disability exists and to ensure all documentation is current in order to request the appropriate accommodations for each individual learner.**

Currently, education does not offender programs on the diagnostic side.

Education is actively seeking ways to better serve offenders in diagnostic status. Our efforts to allow offenders to earn a GED while in diagnostic status have been shared with other diagnostic centers with encouragement to implement similar programs. Currently we are working to find the best way to offender Workplace Essential Skills to offenders on the diagnostic side.

4. Substance Abuse Services:

- a. What substance abuse treatment or education programs does this institution have? **ERDCC does not provide substance abuse treatment, but we did initiate a substance abuse education program called Living in Balance. It is a 12 week, evidence-based curriculum developed by Hazelden, which is facilitated by classification staff. Our first class started in July 2011.**
- b. How many beds are allocated to those programs? **The education class is not bed-based so no beds are allocated.**
- c. How many offenders do those programs serve each year? **Since we started in July, 40 offenders have taken the classes.**
- d. What percent of offenders successfully complete those programs? **73% have completed. Those discharged were due to segregation assignment for protective custody concerns, rule violations, or were due to transfers as a result of custody level reductions.**
- e. What, in your opinion, is the biggest challenge to running a treatment program in a prison setting? **The only challenge we have encountered with providing Living in Balance is that it must compete with other re-entry programs for limited classroom space.**

5. Vocational Programs:

- a. What types of vocational education programs are offered at this institution? **ERDCC does not offer any vocational education programs**
- b. How many offenders (and %) participate in these programs each year? **N/A**

- c. Do the programs lead to the award of a certificate? **N/A**
- d. Do you offer any training related to computer skills? **N/A**

6. Missouri Vocational Enterprises:

- a. What products are manufactured at this institution?
A complete line of janitorial, laundry, kitchen and personal care products are manufactured at ERDCC. We also manufacture corrugated cartons.
- b. How many (and %) of offenders work for MVE at this site?
Twenty-Six (26) offenders are employed, representing 2% of offender workers available at ERDCC.
- c. Who are the customers for those products?
State agencies, institutions, city and county governments, political subdivisions, state employees, not-for-profit organizations and other tax supported entities.
- d. What skills are the offenders gaining to help them when released back to the community?
Work place essentials skills, including manufacturing procedures, production techniques, quality control, inventory control, cost control, work place safety, shipping and receiving. They are also obtaining applicable work skills and habits. Some positions qualify for the U.S. Department of Labor's Apprenticeship Program.

7. Medical Health Services:

- a. Is the facility accredited by the National Commission on Correctional Health Care?
No. ERDCC has applied for initial accreditation and is waiting on a survey date.
- b. How many offenders are seen in chronic care clinics?
There are approximately 1852 offenders enrolled in chronic care clinics at ERDCC. The most common chronic illness is Cardiovascular, with 633 offenders currently enrolled, and the second most common is Hepatitis C, with 241 offenders currently enrolled.
- c. What are some examples of common medical conditions seen in the medical unit?
Routine illnesses seen in the medical unit include minor to severe infections, skin conditions, wounds and chronic back pain. Common emergency situations include chest pain, seizures, asthma attacks, sports related injuries and lacerations.
- d. What are you doing to provide health education to offenders?
Health education is provided to offenders through annual offender health fairs, through chronic care clinics, and through routine nursing sick calls. Health education pamphlets are also available in the health care department. Additionally, new offenders received at ERDCC are provided with oral and written education in their Reception and Orientation and Reception and Diagnostic packets.
- e. Have you had any cases of active Tuberculosis in this facility in the past year? If so, how did you respond? If so, how did you respond? **Yes, one case. If an offender is considered to be infectious, our protocol includes placement in a Negative Air Flow Isolation Room in the Transitional Care Unit until no longer infectious. During that time, the patient will begin anti-tubercular medication therapy and sputum cultures will be obtained. Each case is reported to the Missouri State Health Department and all of the patient contacts will be tested. Patients are released from the Negative Air Flow Room only after initiation of their medication regimen and three negative sputum cultures are obtained and documented and a chest x-ray is clear.**
- f. Is the aging of the population effecting health care in prisons as it is effecting health care every where else? If yes, please explain. **Yes, the aging population affects health care in**

prison. Improved standards in correctional healthcare have led to longer patient life spans. The older the patient gets, the more likely they are to develop age related chronic diseases, thus increasing the demand on all aspects of healthcare delivery. Older patients require special housing facilities, i.e. nursing home style housing units. They increase the demand for healthcare staff to care for them. They also pose increased demand for medications, supplies and specialty care.

8. Mental Health Services:

- a. How do offenders go about obtaining mental health treatment services? **Offenders receive mental health services by submitting an MSR, referral by staff, or enrollment in the chronic care clinic.**
- b. How many successful suicides (and %) occurred here in the past year and what is being done to prevent suicides? **There have been no successful suicides in the past year. All staff are trained to recognize warning signs of suicide and offenders who exhibit such signs, or make suicidal statements are immediately placed on suicide watch.**
- c. Approximately how many (and %) of the offenders in this institution are taking psychotropic medications? **Approximately 18% of the population of offenders at this facility are prescribed psychotropic medications for a mental illness. There are other offenders who take psychotropic medications for non-psychiatric reasons prescribed by a medical doctor, such as for seizures, neuropathy, pain, etc.**
- d. How many offenders in this facility are chronically or seriously mentally ill and what is being done for them? **Approximately 480 offenders are currently enrolled in the Mental Health Chronic Care Clinic. These offenders are seen at minimum of once per month by a Qualified Mental Health Professional for assessment and Cognitive Behavioral Therapy and once every 90 days by a Psychiatrist for medication management. In addition, Mental Health Psychoeducational groups are provided for all offenders in General Population as well as a specialized program for offenders in segregation.**

9. What is your greatest challenge in managing this institution?

The mere size and complexity of this institution is a challenge. With more than 2700 offenders and nearly 900 staff, it is a small city with the complexity of a Reception and Diagnostic Center, a level 4/5 general population unit and a minimum security unit within the security perimeter. These dynamics offer unique challenges and opportunities for management. The challenge is enhanced with issues such as managing call outs. FMLA and Leave Without Pay for the staff. In additions, the current economic climate of the nation and revenues of the State of Missouri present unique challenges in managing an institution of this size and operating within the boundaries of current budgetary constraints.

10. What is your greatest asset to assist you in managing this institution?

This institution is very fortunate to have an excellent Administrative Team and a host of hard working, dedicated employees committed to the Department's Mission.

11. What is the condition of the facilities' vehicle fleet? (mileage, old vehicles etc?)

Poor to Fair

The following list is a complete report on the status of the ERDCC vehicle fleet:

VEHICLE IDENTIFICATION NUMBERS						
LICENSE#	MAKE	CLASS	MILES	YEAR	CONDITION	DOC I.D. #
13-0014	FORD	FULL SIZE SEDAN	83040	2007	at scism being repaired from wreck	245853
13-0122	FORD	FULL SIZE SEDAN	88390	2007	good	245852
13-0248	FORD	FULL SIZE SEDAN	161650	2007	fair/ high mileage	244226
13-0371	INTERNATNL	PASSENGER BUS	49000	2010	good	15552
13-0508	FORD	FULL SIZE SEDAN	90350	2007	good	245851
13-0824	FREIGHTLINER	2 TON FLAT BED	18578	2000	good	237275
13-0826	FORD	DUMP TRUCK	6909	2000	good	237334
13-0827	FORD	DUMP TRUCK	11725	2000	good	237333
13-0829	BLUEBIRD	PASSENGER BUS	238800	2001	fair/rough high miles	238220
13-0860	FORD	FULL SIZE SEDAN	86325	2007	good	243438
13-0862	DODGE	1/2 TON 2WD PICKUP	28391	2002	good	239619
13-0866	CHEVROLET	15 PASSENGER VAN	170610	2002	rough high miles/ uses oil	239691
13-0872	FORD	15 PASSENGER VAN	167300	2003	fair high miles uses oil front end weak	239873
13-0873	FORD	15 PASSENGER VAN	195810	2003	fair high miles uses oil front end weak	239874
13-0874	FORD	15 PASSENGER VAN	XXXXXX	2003	totaled	239875
13-0875	FORD	15 PASSENGER VAN	155590	2003	fair high miles uses oil front end weak	239876
13-0876	DODGE	MINI VAN	174400	2003	fair high miles used for v.p.	239893
13-0877	DODGE	MINI VAN	149190	2003	fair high miles	239894
13-0878	DODGE	MINI VAN	162300	2003	fair high miles used for v.p.	239895
13-0879	DODGE	MINI VAN	173710	2003	fair high miles used for v.p.	239896
13-0880	DODGE	MINI VAN	154300	2003	fair high miles	239897
32-0267	CHEVROLET	UPLANDER VAN	135750	2008	good	135140
32-0276	CHEVROLET	UPLANDER VAN	133600	2008	good	135149
32-0280	CHEVROLET	UPLANDER VAN	153961	2008	good	135141
13-0888	FORD	FULL SIZE SEDAN	154210	2008	good / fair high mileage	244453
13-0890	FORD	F150 1/2 TON PICKUP	29700	2003	good	239933
13-0891	FORD	F150 1/2 TON PICKUP	19109	2003	good	239934
13-0892	FORD	F150 1/2 TON PICKUP	17315	2003	good	239935
13-0893	CHEVROLET	2500 HD 3/4 TON 4WD P/U	29203	2003	good	239977
13-0899	FORD	BOX BED	69029	2003	good	239987
13-0900	BLUEBIRD	PASSENGER BUS	201800	2003	fair/rough high miles	239997
13-0901	FORD	EXPLORER	61700	2003	good	240598

12. Assess the morale of your custody staff; high, medium, or low and please provide detailed explanation. **(Please have the Major answer)**

The overall level of morale at ERDCC among custody staff appears to be medium. Most of the negative issues impacting morale were things listed as not under the direct control of local supervisors and administrators. The survey indicated a positive local environment. Common concerns were low pay, rising costs of medical coverage and staffing.

13. **Caseworkers:**

- A. How many caseworkers are assigned to this institution?
General Population: 18 CCMI/II's, & 2 CCAs
C&A: 2 CCMII's, 8 CCMI/II's, & 1 CCA
R&D: 9 CCMI/II's
Grievance: 1 CCMII
TOTAL: 2 CCMII's, 36 CCMI/II's, & 3 CCAs
- B. Do you currently have any caseworker vacancies?
One CCMI/II vacancy in C&A due to retirement of Elmer Werley
- C. Do the caseworkers accumulate comp-time?
Due to budget constraints, comp time is not approved. However, staff may flex the time off later in the week if necessary.
- D. Do the caseworkers at this institution work alternative schedules?
All work five 8-hour shifts, but start end times range between 7:00am-4:30pm, Mon-Fri. An exception was made for one CCMI/II, who works four 10-hour shifts to accommodate his college internship.
- E. How do inmates gain access to meet with caseworkers? **Open office hours are held daily. The adseg case managers do rounds every day.**
- F. Average caseload size per caseworker?
- # of disciplinary hearings per month? **GP: 96 R&D: 210 violations/154 formal hearings**
 - # of IRR's and grievances per month? **2280 IRRs 942 Grievances**
 - # of transfers written per month? **GP: 47 R&D: 411**
 - # of re-classification analysis (RCA's) per month? **GP: 2516 R&D: 454 ICAs**
- G. Are there any services that you believe caseworkers should be providing, but are not providing?
None at this time
- H. If so, what are the barriers that prevent caseworkers from delivering these services?
None at this time
- I. What type of inmate programs/classes are the caseworkers at this institution involved in?
Inside Out Dads, Impact of Crime on Victims, Story Link, Pathway to Change, Anger Management, Employability Skills/Life Skills, Living in Balance, Puppies for Parole (63 dogs trained and adopted out through our MOU with Diana's Grove)
- J. What other duties are assigned to caseworkers at this institution?
Assisting with the yearly internal security audits, update offender management plans (TAPS), review offender program plans following administrative segregation releases, serve on segregation hearing committees, assist with clothing/laundry/and legal mail issues, receive/process visiting and food visit request forms, receive and review incentive housing application requests, direct and monitor the Puppies for Parole program activities, receive and validate Qualified Legal Claim forms, assist offenders with telephone and Canteen kiosk issues, receive requests for information from family members and supervisory staff, answer offender correspondence, make pertinent electronic chronological log entries, assist custody staff with escorts/searches/security checks, and arrange/monitor special phone call requests.

14. **Institutional Probation and Parole officers:**

- A. How many parole officers are assigned to this institution? **11**
- B. Do you currently have any staff shortages? **No**
- C. Do the parole officers accumulate comp-time?

Yes, the parole officers at ERDCC do accumulate comp-time on occasion. Generally, this only happens when they attend training or meetings away from the institution or travel to another institutional parole office to assist them.

D. Do the parole officers at this institution flex their time, work alternative schedules?

Yes. We encourage staff to flex their time during the FLSA workweek as necessary to best assist offenders and ERDCC staff.

E. How do inmates gain access to meet with parole officers?

Parole officers meet with R&D offenders in staff dining every day during the morning hours, by utilizing the lay-in process. Parole Officers meet with GP offenders every day in the afternoon hours in their respective housing units. If offenders are in PC, Ad Seg, Medical or must be seen ASAP, officers go to the housing units to see them.

F. Average caseload size per parole officer? **230**

- # of pre-parole hearing reports per month? **98**
- # of community placement reports per month? **7**
- # of investigation requests per month? **94**

G. Are there any services that you believe parole officers should be providing, but are not providing?

A few parole officers at ERDCC have completed the Pathways to Change facilitator training and are available as needed. Staff have also attended training for the MRP/TAP and will assist in whatever way the institution wishes to utilize them. They are also involved in the orientation program for new offenders.

H. If so, what are the barriers that prevent officers from delivering these services?

The administration/staff at ERDCC work very well with parole staff.

I. What type of inmate programs/classes are the parole officers at this institution involved in?

Parole officers are involved in the Friends and Family Orientation Program, Employability Skills/Life Skills Classes, Pathways to Change and MRP/TAP and a Pre-release Program for offenders that are within 4 months of their projected release date. Offenders are shown a film that is designed to help them to be successful on supervision when released. Parole officers are available to answer any questions the offenders may have regarding a successful release on parole.

15. Please list any other issues you wish to discuss or bring to the attention of the members of the Joint Committee on Corrections. **We continue to strive for innovative methods to maintain our fiscal responsibility during the current budgetary climate.**

16. Does your institution have saturation housing? **No** If so, how many beds? **N/A**

17. **Radio/Battery Needs:**

a. What is the number of radios in working condition?

We have 490 radios in good working condition

b. Do you have an adequate supply of batteries with a good life expectancy?

In January 2011 we purchased 125 batteries

In April 2011 we purchased another 200 batteries

In July of 2011 we purchased 100 batteries

And in November 2011 there was an additional 25 batteries purchased

Making this a total of 450 batteries for the year 2011, the manufacturer says the batteries are good for 1 year with that said at this time we would have approximately 325 batteries with a decent life expectancy. Note: If batteries are not properly cared for the life expectancy would be greatly reduced, i.e over charging and if they receive damage to clips while trying to be installed.

We do have more batteries then is listed above but their life expectancy cannot be determined.

- c. Are the conditioners/rechargers in good working order?
Yes, all conditioner/rechargers are currently in good working order